

**BEAVERCREEK POLICE DEPARTMENT**  
**VACATION HOUSE REGISTRATION FORM**

Date \_\_\_\_\_

Name \_\_\_\_\_ Primary phone \_\_\_\_\_

Address \_\_\_\_\_ Secondary phone \_\_\_\_\_

Start Date \_\_\_\_\_ End Date \_\_\_\_\_

**EMERGENCY CONTACT INFORMATION**

Name \_\_\_\_\_ 1<sup>st</sup> Phone # \_\_\_\_\_ 2nd Phone # \_\_\_\_\_

Name \_\_\_\_\_ 1<sup>st</sup> Phone # \_\_\_\_\_ 2nd Phone # \_\_\_\_\_

Name \_\_\_\_\_ 1<sup>st</sup> Phone # \_\_\_\_\_ 2nd Phone # \_\_\_\_\_

Any vehicles left in the driveway? If so, please provide descriptions (make, color, license, etc.):

\_\_\_\_\_

\_\_\_\_\_

Will anyone be stopping by to pick up papers, mail, water the plants? If so, provide names:

\_\_\_\_\_

\_\_\_\_\_

Will you be leaving any lights on inside or outside? \_\_\_\_\_

Do you have a burglar alarm?      YES      NO      If yes, alarm company name \_\_\_\_\_

Do you have any service people or companies who will be at your residence? If so, when?

\_\_\_\_\_

\_\_\_\_\_

Any other information you would like to provide (i.e., animals on premises)?

\_\_\_\_\_

\_\_\_\_\_

**REQUEST FOR EXTRA PATROL BY POLICE DEPARTMENT EMPLOYEES: YES      NO**

We will automatically take your residence off our vacation house registration on the End Date listed. In the event this date changes, please contact our Communications at (937) 426-1225 so we can note the adjustment.

---

Received by \_\_\_\_\_ Date \_\_\_\_\_ COPP receipt \_\_\_\_\_

O-12-004

To submit form by email, click the link to the right. If you use a program on your computer to send email such as Outlook or Thunderbird, then select Desktop Email Application. If you use a web-based email service such as Gmail, Yahoo, Hotmail, etc., then select Internet Email, save the form where it can be easily found, open your email service, select new email, attach the form to the new email, and send it to [cable@ci.beavercreek.oh.us](mailto:cable@ci.beavercreek.oh.us) . Call 937-426-5100 x342 for assistance.